



CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF FUNERAL SERVICES CONTINUING EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Wednesday, November 30, 2005 at 9:00 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room B</b> , second floor of the Cannon Building
<b>MINUTES APPROVED:</b>	January 25, 2006

**MEMBERS PRESENT**

Lyle Dabson, Chairman, Presiding  
Thomas E. Melvin  
Robert L. Herrington, Jr.  
Dana M. Spruill, Administrative Specialist II

**MEMBERS ABSENT**

All members were present.

**CALL TO ORDER**

Mr. Dabson called the Committee meeting to order at 9:02 a.m.

**REVIEW OF MINUTES**

The committee reviewed the minutes of the October 26, 2005 meeting. Mr. Herrington made a motion, seconded by Mr. Melvin, to approve the minutes of the October 25, 2005 committee meeting. The motion was carried unanimously.

**NEW BUSINESS**

Review Of Continuing Education Activities

Mr. Herrington made a motion, seconded by Mr. Melvin, to recommend to the Board the approval of the following requests for continuing education credit:

1. International Cemetery and Funeral Association
  - 1.1 2006 Wide World of Sales Conference – APFSP Approved - 12 hrs
2. Practicum Strategies
  - 2.1 Job Burnout in Funeral Service – 4 hrs
  - 2.2 Grief 101 for Funeral Directors – 4 hrs
  - 2.3 Universal Precautions – 4 hrs
  - 2.4 Everyday Ethics for Funeral Service – 4 hrs
  - 2.5 A Review of Basic Embalming Procedures – 4 hrs
  - 2.6 Managing Stress for Funeral Professions – 4 hrs
3. Dodge Institute for Advanced Mortuary Studies
  - 3.1 The 2006 Dodge Seminars - APFSP Approved – 22 hrs
4. Wm. V. Sipple & Son, Inc.
  - 4.1 Rock U 2005 Fall Session – 6 hrs
5. Batesville Casket Company
  - 5.1 Professional Arranger Development Program – 10 hrs

The motion was unanimously carried.

#### Approval of 2006 Meeting Schedule

The Committee discussed that the Board would be approving the 2006 meeting dates during their meeting later today. The Committee determined that it would ask the Board to change the Committee meeting time from 9:00 a.m. to 9:30 a.m.

#### Next Scheduled Meeting

The next meeting will be held on Wednesday, January 25, 2006 at 9:30 a.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

#### Adjournment

There being no further business, Mr. Herrington made a motion, seconded by Mr. Melvin, to adjourn the meeting at 9:10 am. The motion was unanimously carried.

Respectfully submitted,

Dana M. Spruill  
Administrative Specialist II